

CHANGE OF ADDRESS FORM

YOU ARE REQUIRED TO NOTIFY THE EXECUTIVE OFFICE FOR IMMIGRATION REVIEW (EOIR) OF ANY CHANGE OF ADDRESS AND ANY CHANGE OF TELEPHONE NUMBER WITHIN FIVE DAYS OF MOVING OR CHANGING YOUR NUMBER. YOU WILL RECEIVE OFFICIAL CORRESPONDENCE ONLY AT THE ADDRESS WHICH YOU PROVIDE.

BOARD OF IMMIGRATION APPEALS

Use this form for a change of address if your case is before the Board of Immigration Appeals.

Change of Address Instructions

1. Complete the Change of Address form below.
2. Send a copy of this form to the District Counsel for the Immigration and Naturalization Service, and complete and sign the "Certificate of Service" below to show you did this.
3. See the mailing instructions on the back of this form.
4. Forms may be filed in person at The Board of Immigration Appeals, Office of the Clerk, 5201 Leesburg Pike, Suite 1300, Falls Church, Virginia.

Name: _____

Alien Number: A _____

My <u>old</u> address was:
("In care of" other person, if any)
(Number, Street)
(City)
(State and ZIP Code)
(Country, if other than U.S.)

My <u>new</u> address is:
("In care of" other person, if any)
(Number, Street)
(City)
(State and ZIP Code)
(Country, if other than U.S.)

My new telephone number, (if any) is: _____

X

Signature_____
Date

CERTIFICATE OF SERVICE
(Must Be Completed)

I _____ mailed or delivered a copy of this Change of Address form
(Name)
on _____ to District Counsel for the Immigration and Naturalization Service
(Date)
at _____
(Address of District Counsel)



X

(Signature)

MAILING INSTRUCTIONS

- 1) *Fold top of this page to meet the dotted line on the reverse side.*
- 2) *Fold the bottom of this page over the already folded portion, so the address is visible.*
(IMPORTANT: Make sure the addressed section is visible after folds are made.)
- 3) *Secure the folded form by taping along the open end.*
- 4) *Place appropriate postage stamp in the area marked "Place Stamp Here".*
- 5) *Mail the form.*

Fold Here

Fold Here

U.S. Department of Justice

*Executive Office for Immigration Review
Board of Immigration Appeals
Office of the Clerk
5201 Leesburg Pike, Suite 1300
Falls Church, VA 22041*

Place
Stamp
Here

U.S. Department of Justice

*Executive Office for Immigration Review
Board of Immigration Appeals
Office of the Clerk
5201 Leesburg Pike, Suite 1300
Falls Church, VA 22041*

Fasten Here